

# **2014 Western Archives Institute University of California, Riverside**

## **Please save this information for future reference.**

More detailed information will be sent upon acceptance into the program.

### **All Students:**

#### **Location:**

The University of California, Riverside is one of 10 universities within the prestigious University of California system, and is the only public research university in Inland Southern California. The campus is located on nearly 1,200 acres near Box Springs Mountain, approximately 50 miles east of Los Angeles. The rapidly growing university is home to one of the most diverse student bodies in the nation.

If you wish to find out more about University of California, Riverside, you can visit its website at:

<http://www.ucr.edu/about/> . Interactive and printable campus maps are available at:

<http://campusmap.ucr.edu/imap/index.html>

#### **Classes:**

Most classes will be held in the Pentland Hills Foxhole, Room F111/G101 in the Pentland Hills Residence Hall, on the U.C. Riverside campus from 8:15 AM to 5:00 PM, Monday through Friday each week. Resident students will have meals in the Aberdeen-Inverness Residential Restaurant, about a five-minute walk from the Glen Mor Apartments, where resident students will stay. (*See campus map: Glen Mor 1 Complex, Section G3; Aberdeen-Inverness Residence Hall Complex, Section E3*).

Transportation will be arranged for all site visits to local repositories. There will be an optional site visit scheduled for Saturday, July 12. *Sunday, July 13 is a free day with no sessions or other programming scheduled.*

#### **Breaks**

Participants will be provided with breaks during both morning and afternoon sessions. Coffee, tea and a snack will be provided in the morning. Water and a snack will be provided in the afternoon. Participants are encouraged to bring reusable water bottles to take advantage of the hydration stations provided on campus. *Other outside food and beverages are not permitted in the classroom.*

#### **Special Events:**

On Sunday, July 6, there will be a brief orientation followed by an informal dinner at the Pentland Hills Foxhole, Room F111/G101 in the Pentland Hills Residence Hall. Participants will have an opportunity to meet one another as well as Institute staff members and the Principal Faculty Member, Ciaran Trace. (*See campus map: Pentland Hills Residence Hall Complex, Section F3-F4*).

On Friday, July 18, there will be a closing luncheon followed by closing ceremonies at the Pentland Hills Foxhole, Room F111/G101 in the Pentland Hills Residence Hall. During the closing ceremonies, participants will be presented with their certificates of completion. The closing program and lunch will conclude at approximately 2:00 p.m. Guest speakers will be Nancy Lenoil, State Archivist of California, and Clay Stalls, President of the Society of California Archivists. (*See campus map: Pentland Hills Residence Hall Complex, Section F3-F4*).

All participants are expected to attend the opening orientation/dinner and closing ceremonies/luncheon. Other special events may be scheduled.

**Weather:**

Riverside has a semi-arid Mediterranean climate, so summer weather is generally hot and dry during the day and chilly at night. The warmest months of the year are usually July through September. Daytime and nighttime temperatures can be noticeably different; temperatures in July, August and September can range from the mid 90s in the daytime to the mid 60s at night. It is also common to have extremely hot days, with temperatures spiking to the 100s.

**Parking:**

The cost of parking is included in the resident fee package and the non-resident fee package. Commuters can purchase parking permits in advance for Parking Lot 21 (*See campus map: P21, Section G3*). Vehicles parked on campus must have appropriate permits displayed 24 hours per day, seven days per week.

**The Western Archives Institute will not be responsible for any fines or other penalties incurred by anyone who fails to park in an approved area or does not have a permit.**

**Traveling to and around Riverside:**

**Flying to the Riverside area**

**Ontario International Airport (ONT)** is located approximately 25 minutes southeast of campus, and the **Los Angeles International Airport (LAX)** is located approximately 1 hour and 25 minutes west of campus. We suggest that you fly into Ontario International Airport; it is closer to campus and you will encounter less traffic. If you do select the Ontario International Airport, please be advised that many of the shops and restaurants close early in the afternoon. See <http://www.lawa.org/tenantONT.aspx> for more information.

**Amtrak Service to Riverside**

Riverside's **Amtrak** station is located at 4066 Vine Street, approximately a 10-15 minute drive from the U.C. Riverside campus. Please contact Amtrak for the most up to date rates and timetables.

**Public Transportation to U.C. Riverside**

Take advantage of our local trains and buses: **Metrolink** covers Los Angeles and Ontario to Riverside (1-800-371-LINK); **Riverside Transit Authority** covers Riverside County (951-565-5002); **Metro** covers Los Angeles County (1-800-266-6833); **Omnitrans** covers San Bernardino County (1-800-966-6428). Riverside Transit Authority maintains a list of other **service providers** in the area as well.

**Shuttle Service to U.C. Riverside**

**Super Shuttle** - for reservations 24 hours in advance, please call (800) BLUE-VAN (800-258-3826), email [reservations@supershuttle.net](mailto:reservations@supershuttle.net) or visit [www.supershuttle.com](http://www.supershuttle.com). Typical fair to and from Ontario International Airport is \$39. Typical fair to and from Los Angeles International Airport is \$77. Each additional guest is \$9. Please contact Super Shuttle for the most up to date rates and policies.

***To assist in planning for housing and meals, all applicants are to complete the pre-registration form included with the application.***

## **Resident Students:**

### **Accommodations:**

Participants requiring local accommodations will stay in campus housing at the Glen Mor Apartments, Building D. Glen Mor is located on the northeastern end of campus (*See campus map: Glen Mor 1 Complex, Section G3*). Guests will be issued a key card for the residence hall entrance and standard key for their suite door. There is a \$50 fee for lost and non-returned key cards for the residence hall, and an additional \$50 replacement fee per key for residential suites.

Each Glen Mor apartment has 4 single-occupancy bedrooms, a living area, full kitchen and two full bathrooms. Each room within the suite has overhead lighting and is furnished with an extra long twin bed, a desk, chair, dresser, and closet. Please see *Housing Services - Glen Mor* (<http://housing.ucr.edu/Housing/Pages/glenmor.aspx>) for an example of the suite floor plan. Internet access is available in each room with a wired data connection. Information about wireless internet access will be provided at a later date.

Participants should bring an alarm clock, flashlight, desk lamp, clothes hangers, and a light jacket or sweater for cool evenings. A pillow, pillow case, two flat sheets, towel, hand towel, wash cloth and a blanket will be provided. Bringing an extra towel is recommended. Your linens and towels will be placed at the foot of your bed in your suite. *You will be expected to make your own bed.* Linens and towels can be exchanged on Saturday, July 12; information about exchanging linens will be provided to participants on-site.

Study lounges and laundry facilities are available. WAI will be provided with pre-loaded laundry cards that work for washers, dryers, and vending machines that sell laundry detergent. Washers cost \$1.25 per load and dryers cost \$0.75 per load. The UCR Campus Store (*See campus map: Campus Store, Section D6*) has a limited selection of toiletries and other personal items available for purchase. See the UCR Campus Store website (<http://www.ucrcampusstore.ucr.edu/home.aspx>) for summer hours of operation.

**Please make a note that the following items/activities are prohibited: alcohol/substance abuse; smoking in University Buildings (allowed in designated areas only); pets, cooking appliances; rearranging furniture in your room or common area; tampering with fire alarms or fire extinguishers.**

Housekeeping staff provides trash removal and light cleaning services of the apartment common areas on a weekly basis. Trash must be placed in the proper receptacles. The apartments are not stocked with everyday cleaning supplies like dish soap, so if you would like to use these you are encouraged to bring them.

WAI participants may check in between 1:00 PM and 4:30 PM on Sunday, July 6 and are expected to check out on Friday, July 18 between 3:00 PM and 6:00 PM.

Rates, including daily meals, are approximately \$1,545 per person for single occupancy. *Final costs will be available early March. As these are only estimates, please contact the WAI Administrator for more specific information.* The cost is a package price. Students needing to spend either Saturday night July 5 or Friday night, July 18 may arrange for residence hall lodging with the WAI Administrator Jessica Knox,

if space is available. Cost for an additional nights lodging is \$65. The additional night cost does not include meals.

**Non-student guests cannot be accommodated at any time during the program, including over the weekend between the first and second weeks.**

**Meals:**

The meal plan consists of three (3) meals per day (breakfast, lunch and dinner) which are included with the accommodations package. Residents will receive a wristband upon checking in. Meals are served in the Aberdeen-Inverness Residential Restaurant, all you can eat, for the duration of the program. Residents must present their wristbands to the cashier each time they enter the Residential Restaurant. Meals are scheduled at specific times according to the cafeteria schedule: Breakfast, 7:00AM-8:00AM; Lunch, 12:45PM-2:00PM; Dinner, 6:00PM-7:00PM. Wristbands must be returned at the time of checkout; a \$50 replacement fee will be charged for lost wristbands. If a wristband is lost, please notify the On-Site Coordinator immediately.

**Commuter Students:**

Many of the best learning opportunities occur while networking with other participants during meals and in the evenings. Students are encouraged to take into account the highly intensive nature of the Western Archives Institute when deciding whether to be a resident or commuter student. You may wish to discuss your individual situation with WAI Administrator Jessica Knox, or Associate Administrator Ellen Jarosz.

**Meals and Transportation:**

For commuter students not staying on campus, the non-resident package costs approximately \$485 per person and includes the program's special events, daily refreshments, and transportation to site visits at local repositories. *Final costs will be available in early March. As these are only estimates, please contact the WAI Administrator for more specific information.* Commuter students will have several meal options, including 1.) bring your meals; 2.) purchase meals at the Aberdeen-Inverness Residential Restaurant; or 3.) purchase meals at nearby restaurants, **if time permits**. The approximate cost for meals at the Aberdeen-Inverness Residential Restaurant: Breakfast \$7.95, Lunch \$9.95 and Dinner, \$11.95. Aberdeen-Inverness Residential Restaurant accepts cash and major credit cards (*American Express not accepted*).

Please see page two for information concerning parking.

**Special Arrangements:**

Participants who require special accommodations due to physical disability or their special needs should contact the Administrator or the Local Arrangements Coordinator.

## **Contacts:**

For additional information, please contact:

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